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15 January 1954

MEMORANDUM FOR: Classification and Wage Division

ATTN: Mr. [REDACTED]

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SUBJECT: Request for Reclassification

1. It is requested that positions 415 and 415.01, GS-5, Librarian, Catalog Section, Book Branch, CIA Library be upgraded to GS-7.

2. Regrading of these positions is being requested in the new OCD T/O. However, since it may be some time before the proposed T/O is submitted, immediate action is requested in these instances.

3. Mr. [REDACTED], Chief, Book Branch, extension 2147, will be glad to work with you in developing these jobs.

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4. Please contact the undersigned for any additional information you deem necessary.

[REDACTED]
Assistant Chief, Administrative Staff, CD

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